

Northwest Louisiana Human Service District (NLHSD) – Region 7
Minutes of the Meeting of Monday, April 21, 2014 @ 5:30 p.m.
1310 N. Hearne Avenue – Shreveport Behavioral Health Clinic – Shreveport, LA

The meeting of the Board of Directors of the NLHSD was held on **Monday, April 21, 2014 at 5:30 pm**. The meeting was called to order by Vice Chair Fred Jones at 5:55 p.m. Invocation was offered by Fred Jones. Pledge of Allegiance was recited by all.

Roll Call In Attendance: Fred Jones, Wanda Brock, Ora Rice, Chris Nolen and Deanna Fowler. **Quorum was present.** Absent: Marcelle Slaughter, Njeri Camara, Barbara Marshall and Vacant: Bienville, Bossier, Claiborne and Natchitoches. District Staff: ED Doug Efferson, Wendy Goad, and Michele Impson. Guest: Andy Twyman and Eddie Jenkins representing VOA.

Additions/Deletions to the Agenda. Motion by Brock and second by Rice to amend the agenda by moving item 2a to 1c and to add 2a Board Committee Principles. The motion carried.

Approval of the Agenda. Moved by Brock, 2nd by Fowler to approve the agenda as amended. Motion carried.

Approval of the Minutes of February 17, 2014 and March 17, 2014. Fowler moved to defer to the 4/26/2014 meeting. Brock seconded and the motion carried.

Approval of the Minutes of the ED Evaluation Subcommittee of March 17, 2014 and March 31, 2014: Fowler moved to approve and Nolen seconded the motion. The motion carried.

Guest and Public Comments: None

Agenda Items for Discussion/Action:

New Business

1. **Executive Limitations – Official Executive Director Report on file with secretary and available for public inspection; also available for viewing through NLHSD Dropbox**

- a. Financial Conditions and Activities
- b. Communication and Support to the Board
- c. Compensation and Benefits

Moved by Brock, 2nd by Rice to accept the ED Report as in Compliance with the Governance Policy Manual. Motion carried.

2. **Governance Process** – The following areas were reviewed and found to be in compliance and no changes needed as noted by the following motions. .

- a. Board Committee Principles - **Moved by Fowler, 2nd by Brock** to accept the policy as adopted 2/6/2012. Motion carried.
- b. Board Monitoring Summary Report February 2014 and March 2014 reviewed and discussed by Dee Fowler. Moved by Brock and seconded by Nolen to accept the report. Motion carried.

3. **Board Business**

- a. Phase III Readiness Assessment Letter (to DHH Secretary)-Moved by Fowler to send the letter with the signature of Vice Chair Jones with a second by Brock. The motion carried.
- b. Add Treatment of Providers to Executive Limitations- Brock moved to add this policy with a second by Nolen. The motion carried. Vice Chair Jones appointed a committee to draft the policy. Those appointed to the committee were Fowler, Nolen and Jones.
- c. Annual Ethics Training (On-line training – now due)
- d. Annual Financial Disclosure Statement (Form 417, Tier 2.1 due to the State Board of Ethics)
- e. Appointment of the Nominating Committee (to meet before May meeting)-Vice Chair appointed Fowler, Nolen and Jones.
- f. Review and/or amend By-laws-Moved by Nolen to defer item until 4/26/2014 with a second by Brock. The motion carried.
- g. Signing of Conflict of Interest forms-Those members present signed the forms. Absent members must sign at the next meeting.

Old Business

Announcements – Board training is scheduled for Saturday, April 26, 2014 at 1310 North Hearne beginning at 10:00 until 4:00.

Next Meeting Date –Moved by Fowler and seconded by Nolen to have a called meeting on Saturday, April 26, 2014 beginning at 8:30 and ending before the scheduled training. The motion carried.

The next regular meeting of the Board will be **Monday, May 19th @ 5:30 pm.**

Adjournment - Moved by Fowler, 2nd by Nolen to adjourn at 8:00 p.m.

Respectfully submitted, Chris Nolen, in the absence of the Secretary